



# Advisory Board Meeting Agenda

-February 20, 2024-

**MISSION:** Cass/Pulaski Community Corrections is committed to improving the quality of life of the program participants and the community by applying effective evidence-based programs that produce positive choices, constructive behavior and accountability from the program participants, thereby reducing their criminal actions.

**VISION:** To beat all aspects of recidivism.

Info **In-Person & Videoconferencing** Wegner

Board Members have the option of attending in person in the Bicentennial Room of the Cass County Government Building or by utilizing video conferencing to attend via Lifesize. To call into the meeting, please use the extension, 13476964 or click directly on this link <https://call.lifesize.com/otherways/13476964> to join the meeting and enter the passcode 1234.

If you have questions or assistance please call Hillary, at 574-516-7064, and she will walk you through the process.

Click here to download the Lifesize App on your desktop, laptop, tablet, or phone.  
<https://call.lifesizecloud.com/downloads>

If you have problems connecting into the meeting please call my cell phone: 1-574-355-6328. I'll try to conference you in on that line.

	<b>Call to order</b>	<i>Muehlhausen</i>
	<b>Roll Call</b>	<i>Wegner</i>
Action	<b>Consent Agenda</b> <b>Meeting Minutes – November 28, 2023</b>	<i>Wegner</i>
Action	<b>Executive Director Report</b> 2023 3rd Quarter Financial Report 2023 3rd Quarter Statistical Report	<i>Wegner</i>

The financial report for the quarter ending December 2023 is attached. As of December 31, 2023, the department holds cash balances in the following accounts:

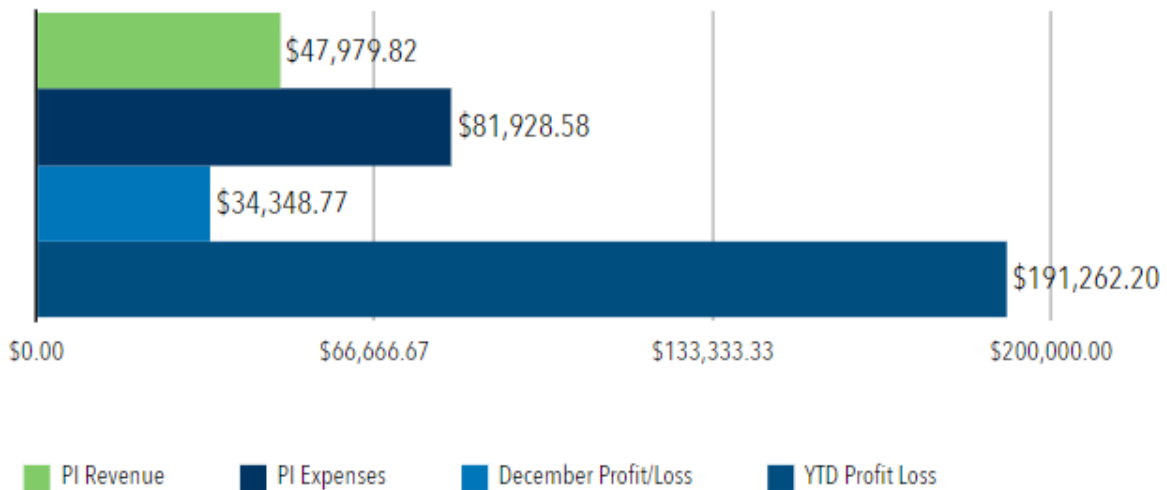
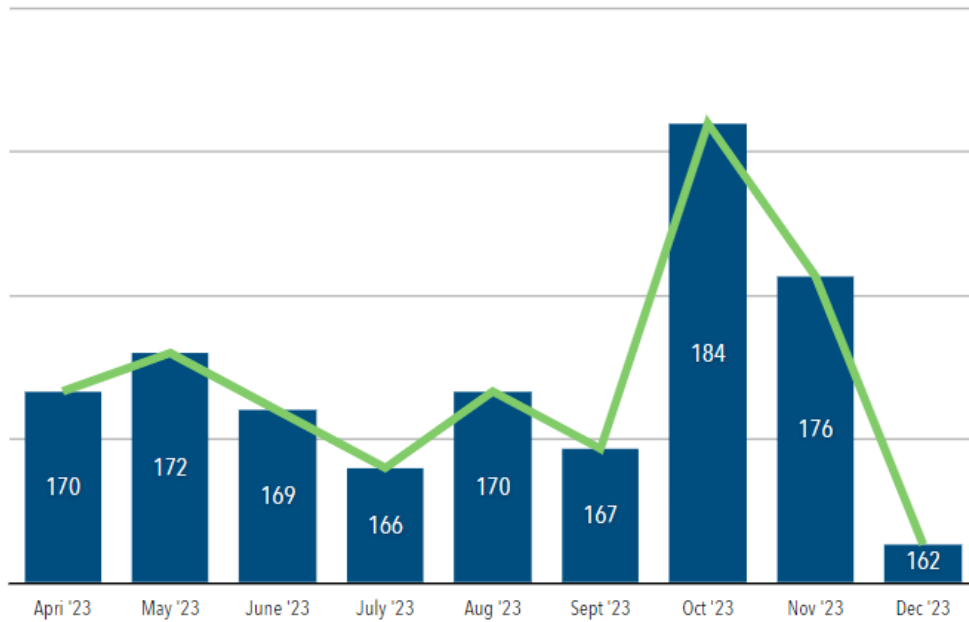
363 IDOC Grant	\$ 4,337.88
312 Home Detention	\$476,129.45
370 Project Income	\$20,582.27
371 Project Income	\$292,899.99
397 CTP	\$214,875.32
CPCC WR General Fund (Bank)	N/A

This quarter resulted in a project income account balance of \$1,004,487.03

*Note: Said amount does not include IDOC Grant Funds or the Work Release General Fund.*

The department ended the quarter with a project income decrease of \$20,875.04.

Monthly Clients Served 9 Month Trend



Info/Action

**CPCC Department 2021-2023 Strategic Plan Progress Report**

Hartoin

The 2023-2025 Strategic Plans are being finalized and will be posted on our [website](#) for your review. Measurements on metrics are reviewed annually at the end of the fiscal year. An update on the progress made on the goals set out in our Strategic Plan is included in our Annual Report which will be available in March.

Info/Action

**2023 IDOC Performance Measures**

Hartoin

Please find attached the completed CY2023 Performance Metrics Documents for Community Corrections and Cass County Court and Pretrial Services. Directors to briefly recap their progress towards achieving their goal.

Info

**CPCC Probation Collaboration Plan  
Jail/Probation/Prosecutor Pre-Trial/Court Programs**

Wegner

The Board will review the Collaboration Plan and progress made to date. Please find attached the updated Collaboration Plan that includes JRAC. Additionally, as presented in the Plan the Board will discuss issues relating to Probation, Prosecutor Pre-Trial Diversion, Local Jail and Court Programs.

Items for discussion include the following:

- Community Corrections/Probation Evidenced Based Practices.
  - Discuss cognitive behavioral treatment/substance abuse programming and scheduling.
- Cass and Pulaski County Jails and Treatment Protocols.
  - Discuss cognitive behavioral treatment/substance abuse programming and scheduling.
  - Community Corrections and Court Services is continuing to work with 4C Health, formally known as Four County Counseling Center regarding the facilitation of specified assessments and treatment opportunities for inmates.
  - **Cass County Jail Programming**

In collaboration with 4C Health and Court Services, the Cass County Sheriff's Department launched the Jail Therapy Program in 2021, targeted towards inmates with substance abuse disorders. Curriculum includes WRAP, Wellness Action Recovery Plan, and MORE, My On Going Recovery, relapse prevention programs aimed at assisting transition back into the community with groups for both women and men and individual counseling. Court Services deployed the ACCI Corrections eCourse Program in the Cass County Jail in 2023. Two local church groups are now facilitating faith-based recovery courses and we now allow in-person facilitators. There are currently 28 inmates in either the Wednesday Individual Counseling, WRAP or MORE Programs. 3 inmates are participating in the ACCI eCourse Program and 6 clients participating in the HSE Program. The jail currently has a 25% Program Participation Rate. In 2023, we had 51 inmates complete the WRAP/MORE programs and 30 inmates complete online courses on the tablets

Open Discussion on additional issues or concerns.

Info

**Staff Training Report**

Wegner

This past quarter staff have continued to work on their forty (40) hour training curriculum. Both the Community Corrections and Court Services Director attended and presented at the Fall IACCAC Training Institute. In addition, Court Services Director, Hillary Hartoin, conducted two learning teams with community corrections staff on

Cognitive Skill Building and SEA 9 Data Entry. Court Services is also transitioning staff to the NIC eLearning Platform to save on costs that were incurred with the Relias Platform.

Info

### Quality Assurance Report

Wegner & Hartoin

#### Restorative Justice Conferences

No Restorative Justice Conferences were held this past quarter.

#### Continuous Quality Improvement Committee

The Department's Quality Assurance Committee now meets quarterly in conjunction with Pretrial and Court Services, who also holds monthly SRS Trainings that will resume after the first of the year. Case management review still is reporting metrics below the agency target of 85%-90% compliance with standards, while the agency outcome performance measures below are still within acceptable limits, as seen below, although the violation rate has increased. Analysis of client population and caseloads, show that caseload ratios are down and within acceptable limits and that current standards are attainable. Staff accountability with case management and data entry shows a need for improvement.

#### **2023 Year in Contact Standards Report**

	Year End Average	Percent Change
Case Plan Completion	90%	15%
IRAS Completion	95.70%	2.90%
Office Contacts Compliance	86.45%	2.91%
Field Contacts Compliance	62.56%	595%
GPS Reviews Compliance	65.65%	173%
Drug Screens Compliance	82.38%	-4.39%

#### **2023 Program Completion and Engagement Report**

In 2023, the agency saw an 83% Program Completion Rate. 11% of clients did not complete programming due to revocation/return to incarceration due to a violation, with the remaining percentage of clients had their programming transferred to another post-conviction supervision/program cancelled. It is noted that Program Completion Rate is a measure of closed therapeutic programming conditions.

The Program Engagement Rate for 2023 is 78%, 16% decrease and is a measure of active and closed programming conditions. Meaning, this is the percentage of clients in the period, who have completed and/or were assigned therapeutic programming and have at least one verified attendance (engagement).

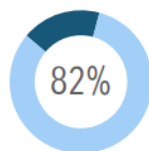
## 2023 Performance Measures Report



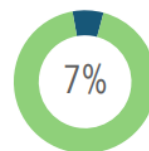
Violation Rate: the percentage of clients who received a violation; pending violations are NOT included; this is a measure of closed cases.



Safety Rate: the percentage of clients who do not commit a new offense while under supervision; this is a measure of closed cases.



Completion Rate: the percentage of clients who remain under supervision until the end of their sentence.



Drug Screen Positivity Rate: the percentage of drug screens administered that return a positive result

Info/Action

### PREA Update

Wegner

The following is an update on the department's PREA practices:

- This past quarter the Department has received zero (0) PREA complaints.
- The facility PREA committee met this past quarter and is currently reviewing our current policy and procedure.

Info/Action

### CPCC Personnel Report

Wegner

#### Resignations/Dismissals

This past quarter the following personnel resigned or have been dismissed from the Department.

- None

#### New Hires

The following have been recent new hires of the Department.

- June LaOrange

Info/Action

### Juvenile Detention Alternative Initiative (JDAI)

Wegner

Community Corrections has been partnering with the Circuit Courts enrollment into the state's Juvenile Detention Alternative Initiative. Community Corrections' role in this process will be to continue our normal course of monitoring juveniles on electronic monitoring as an alternative to detention.

Cass County: No issues to Report

Pulaski County: No issues to Report.

Info/Action

### Pre-Trial Release Programs

Hartoin

This past grant period Pulaski Probation and Cass County Court Services received 1006 funding for the implementation of a pre-trial release/supervision program. The following is a report on progress:

Cass County: Cass County Pretrial Policy and Stakeholder Team Members, please remember that our meetings our combined with the CPCC Advisory Board Meetings for your convenience. Below are a few brief program updates:

**2023 4<sup>th</sup> QTR OVERVIEW:**

Court & Pretrial Services CCCPS reports another record-breaking year in 2023. Early review shows the agency served 299 clients, a 31% increase from 2022. This was coupled with a 14% increase in evaluations and 27% increase in new intakes. We diverted \$1,598,960 in incarceration expenses, 107 years in jail bed stays. A further analysis will be highlighted in our annual report.

The Department now as a Data & Research PhD Intern from IU Bloomington, who started in January and will be validating program outcomes.

Pulaski County: No report submitted.

Info/Action

**CY2024 Grants Awards**

*Hartoin*

The CY2024 IDOC Award Announcements have been made. All current funding amounts remained the same as CY2023, with no increase as seen below. It is noted that no new funding was awarded across the State.

Entity	Award
<b>Community Corrections</b>	<b>\$814,987.00</b>
Community Supervision	\$420,088.00
Residential/ Work Release	\$394,899.00
Drug Court	
Mental Health Court	
Veterans Court	
Reentry Court	
Domestic Violence Court	
Alcohol & Drug Program	
Pretrial Services- Cass County	\$77,590.00
Pretrial Services- Pulaski County	\$81,373.00
Prosecutor's Diversion	
Jail Treatment	\$0.00
<b>Total Advisory Board Award</b>	<b>\$973,950.00</b>

Info/Action

**CY2025 Grant Applications**

*Hartoin*

The CY2025 IDOC Grant Applications opened on February 2, 2024 and are due on April 12, 2024. It is asked that the Board hold an additional meeting in March to review said applications before submission.

Info/Action

**CPCC Advisory Board Makeup/Officer Elections**

*Wegner*

There are still several open Board positions. The Commissioners of both Cass and Pulaski counties have been approached about making the additional appointments and are awaiting our recommendations.

Info/Action

**Additional Funding/Courts Services & JRAC**

*Hartoin*

Court Services was awarded the CY24 IOCS JPAR SIM Grant and was successfully able to increase funding from \$45,000 to \$155,000. Funding is designated for CPCC's therapeutic division, with additional funding awarded to expand programming offered to include evening and Saturday classes, in addition to competency evaluations for

the Courts and EBP curriculum. Court Services has been working with new provider to expand programming offered at CPCC to include both a Men's & Women's DBT Group and a Men's Trauma Group.

Court Services secured the 2024 Court Reform Grant that includes \$40,000 from the IOCS for a complete audio visual display system for one of the Courts.

**Other Business**

If anyone wishes to bring up a topic that is not on the agenda please feel free to do so.

**Board Comments**

**Adjourn**

**Upcoming Meetings/Events**

<b>February 20, 2024</b>	<b>3:30 p.m.</b>	<b>CPCC Advisory Board Meeting</b>	<b>Cass County Government Building 200 Court Park Bicentennial Room</b>
<b>May 14, 2024</b>	<b>3:30 p.m.</b>	<b>CPCC Advisory Board Meeting</b>	<b>Cass County Government Building 200 Court Park Bicentennial Room</b>
<b>August 20, 2024</b>	<b>3:30 p.m.</b>	<b>CPCC Advisory Board Meeting</b>	<b>Cass County Government Building 200 Court Park Bicentennial Room</b>
<b>November 19, 2024</b>	<b>3:30 p.m.</b>	<b>CPCC Advisory Board Meeting</b>	<b>Cass County Government Building 200 Court Park Bicentennial Room</b>

Respectfully submitted

*/s/ Dave Wegner*

David Wegner  
Director, Cass/Pulaski Community Correction